

DDA 76-3530

16 July 1976

CIR Registry  
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MEMORANDUM FOR: Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training

FROM : Michael J. Malanick  
Associate Deputy Director for Administration

SUBJECT : [REDACTED]  
CIA Personnel

STATINTL

REFERENCE : Memo dtd 2 Jul 76 to DDA fr C/CCS, same subj

STATINTL

1. As you know, the DDA has recently formed a small task force, which he has asked me to chair, to look into the possible ways of enhancing the Agency's [REDACTED] especially as they relate or pertain to this Directorate. Although there may be other functional areas with which we should be concerned, reference memorandum from the Chief, Cover and Commercial Staff which was forwarded to you earlier, describes some of those items which "constitute unfinished business and still require action."

STATINTL

2. [REDACTED] Deputy SSA/DDA, who will be assisting me in this endeavor, has already established contact with the appropriate support officers in the DDO to begin collecting necessary data, and may be contacting you from time to time for supplemental information.

3. Further, I would appreciate receiving from each of you a listing of those items which fall within your sphere of responsibility, what it is within each of these spheres that you think we should be mindful of by way of potential problems, any factual data you may have bearing on the matter, and any recommendations you may have to take care of the problems. After review, we will pass this information to the Deputy Director for Operations for further discussion.

4. I have attached a listing by office of only a few topics which I believe merit attention, but I am sure there are others which you can add. I would appreciate having your listings with accompanying data and commentary by COB 28 July 1976.

STATINTL

[REDACTED]  
Michael J. Malanick

**STATINTL**

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